

To: Steven T. Sarratore
 Associate Vice Chancellor for Academic Programs and
 Director of Graduate Programs

From: Erin J. Frew
 Director of Assessment

Date: May 18, 2004

Subject: Assessment Council Annual Report for 2003-2004

The IPFW Assessment Council (AC) is charged with 1) approving school assessment plans and their updates, (2) advising the Director of Assessment, 3) reviewing annual reports of the General Education subcommittee, 4) making resource recommendations to the Vice Chancellor of Academic Affairs (VCAA) and 5) recommending changes to assessment and providing an annual report to the Education Policy Committee (EPC). A shift away from a point system as a means for providing feedback to departments to a school-centered approach resulted in a more consultative role for the AC this year.

Members of the AC for the academic year were Bruce Abbott (EPC), Hal Broberg (ETCS), Erin Frew (ex-officio member and Director of Assessment), Julie Hook (GS), Solomon Isiorho (A & S), Connie Kracher (HSC), Nancy McCroskey (VPA), Rhonda Meriwether (ACCS), Geralyn Miller (SPEA), James Moore (BMS), Kathleen Murphey (EDU), Beverly Parke (GES) and Steve Sarratore (OVCAA). Hal Broberg was elected Council Chair and as such, provided leadership for the group.

School Assessment Plan and Plan Updates

The AC reviewed school (including Academic Counseling and Career Services and the Honors Program) summary assessment reports (Appendix A), and provided feedback and recommendations as appropriate.

The table below summarizes actions of the AC on the school reports:

School/Program	Action	Notes
Arts & Sciences	Approved 2/6/04	Anthropology did not submit a report to the School, a four to five year assessment cycle may not allow changes to be made quickly enough

Public & Environmental Affairs	Approved 2/6/04	Assessment plan is currently under revision due to program changes
ETCS/OLS	Approved 3/1/04	Revised assessment plans for some ETCS programs will be submitted
Education	Approved 4/20/04	SOE finds assessment useful in informing program improvement
Visual & Performing Arts	Approved 3/29/04	Explication of survey purpose is requested in future reporting
General Studies	Approved 3/29/04	Revised plan submitted and approved
Health Sciences	Approved 3/29/04	Accreditation of programs influences assessment
Business & Management Science	Approved 4/12/04	The SBMS has a number of solid indirect measures in place, should add direct measures of student learning outcomes in the future
Academic Counseling and Career Services	Approved 4/12/04	ACCS assessment needs are unique due to the nature of its services
Honors Program	Approved 4/12/04	A status report was submitted; an assessment plan is needed and is under development, final report requested by 10/15/04

In addition, the Council reviewed new and revised assessment plans for the following programs:

Program	Action	Notes
CAET	Approved 4/20/04	Assessment measures should be explicitly linked to program outcomes
ECET	Approved 4/20/04	Assessment plans for new degrees and certificates should be addressed
MFT	Approved 4/20/04	

Psychology	Approved 3/29/04	Recommendations for changes by the AC were implemented and the revised plan was approved.
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AC members commented on the more flexible reporting standards for assessment and expressed appreciation for their usefulness in aligning school assessment needs with accrediting agency and institutional assessment expectations.

Advise Director of Assessment

The AC worked closely with the Director of Assessment to insure that school assessment plans submitted were complete. In addition, its members recommended and approved changes (eight voting in favor and one opposed) to the school assessment report template (Appendix B) and requested that the Director of Assessment remind schools and programs that assessment plans and plan changes must be reviewed by the AC. The new school report template was posted to the assessment web site.

Review Annual Reports to the General Education Subcommittee

No reports were necessary for this academic year.

Resource Recommendations

Some school assessment reports included comments related to needs for additional resources. For example, the School of Education may request additional support for a data manager if electronic portfolios are adopted as a means of assessing student learning outcomes.

Recommend Changes to Assessment and Submit an Annual Report to the EPC.

The report to the Educational Policy Committee (Appendix C), developed by Hal Broberg with feedback from the AC, was approved.

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